Manitoba

SUPPLEMENTARY INFORMATION FOR LEGISLATIVE REVIEW

1986 - 1987 ESTIMATES

Manitoba Cooperative Development

PREFACE

THIS DOCUMENT HAS BEEN PRODUCED BY THE DEPARTMENT OF COOPERATIVE DEVELOPMENT AS A SUPPLEMENT TO THE 1986/87 PRINTED MAIN ESTIMATES. IT IS INTENDED TO PROVIDE FURTHER BACKGROUND INFORMATION ON THE DEPARTMENT TO COMPLEMENT THE INFORMATION ALREADY CONTAINED IN THE PRINTED MAIN ESTIMATES. THIS ADDITIONAL INFORMATION WILL ASSIST MEMBERS OF THE LEGISLATURE, THE COOPERATIVE SECTOR, AND THE GENERAL PUBLIC TO REVIEW THE OPERATIONS OF THE DEPARTMENT.

THE CONTENTS OF THIS SUPPLEMENT ARE ORGANIZED INTO THREE PARTS. THE FIRST PART PROVIDES AN OVERVIEW OF THE DEPARTMENT'S 1986/87 BUDGET REQUIREMENTS. THE SECOND PART PROVIDES FINANCIAL ANALYSIS, INCLUDING DETAILS OF STAFFING REQUIREMENTS AND EXPENDITURES. THE INFORMATION IN PART TWO IS ORGANIZED ON THE BASIS OF EXISTING MAIN APPROPRIATIONS SO AS TO PROVIDE AN EASY CROSS-REFERENCE TO THE 1986/87 PRINTED MAIN ESTIMATES. PART THREE PROVIDES A FIVE-YEAR HISTORICAL ANALYSIS OF THE DEPARTMENTAL SPENDING AND STAFFING REQUIREMENTS.

THIS DOCUMENT WAS FIRST PROVIDED ON A TRIAL BASIS IN ORDER TO ASSIST MEMBERS OF THE LEGISLATURE IN THE REVIEW OF THE PRINTED MAIN ESTIMATES. WE BELIEVE THAT THIS INFORMATION HAS BEEN BENEFICIAL IN REVIEWING ESTIMATES AND ARE PLEASED TO BE ABLE TO PROVIDE THIS SUPPLEMENTARY INFORMATION FOR THE CURRENT 1986/87 FISCAL YEAR. AS WITH LAST YEAR, ANY COMMENTS OR SUGGESTIONS REGARDING THIS MATERIAL WOULD BE WELCOME.

HONOURABLE JAY M. COWAN
MINISTER OF MANITOBA
COOPERATIVE DEVELOPMENT

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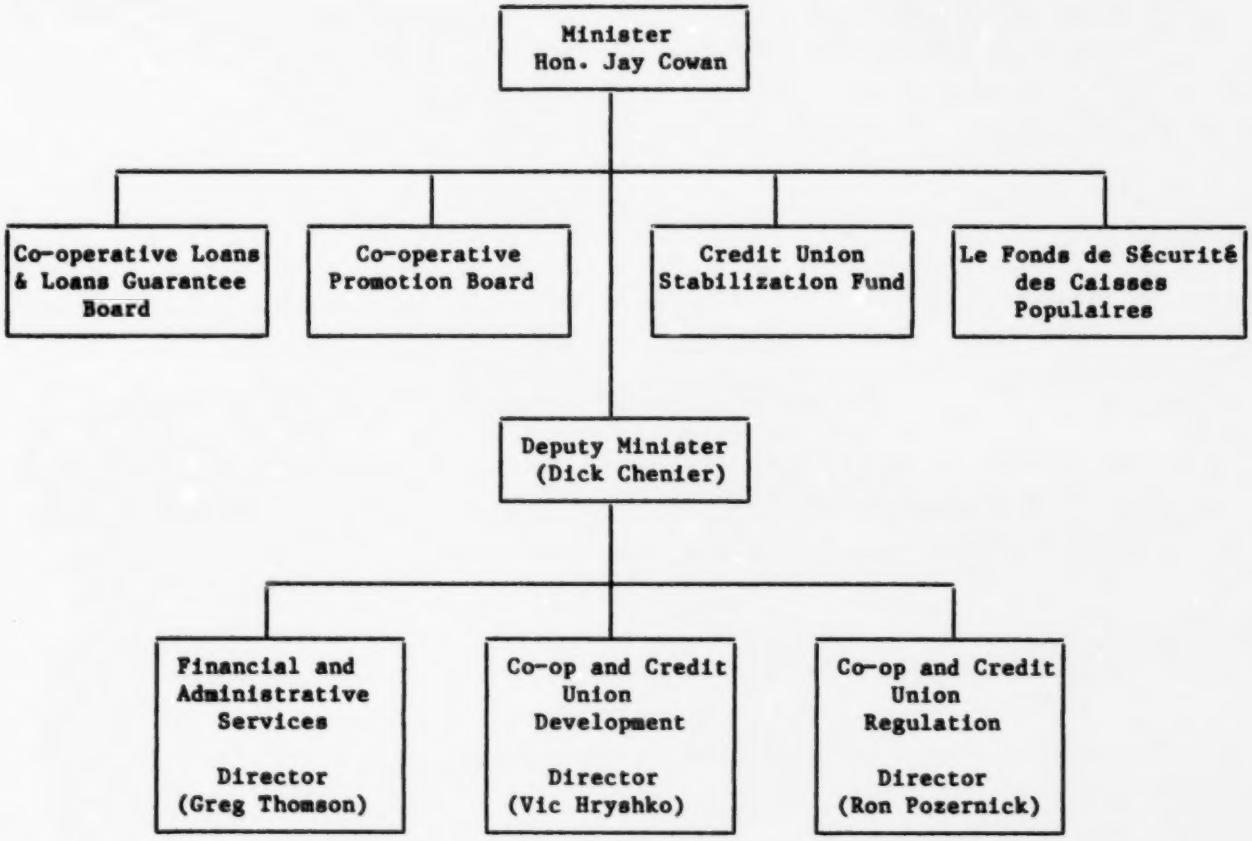
PART 1

DEPARTMENTAL OVERVIEW

Schedule 1

DEPARTMENT OF COOPERATIVE DEVELOPMENT

ORGANIZATION CHART



THE DEPARTMENT OF COOPERATIVE DEVELOPMENT - AN OVERVIEW

The Department of Cooperative Development was established in 1971. Prior to 1971, the Department functioned as the Cooperative & Credit Union Services Branch of the Department of Agriculture.

With the passage of The Cooperatives Act in 1977 and The Credit Unions and Caisses Populaires Act in 1979, administration of the two Acts became the responsibility of the Department, thus adding a new and expanded dimension to its general role and activity.

Today, its responsibility is divided into three distinct areas: Development, Regulation, Finance and Administration. The Department discharges its responsibility to some 400 active cooperatives, credit unions and caisses populaires registered in the Province of Manitoba.

In addition to its developmental and regulatory functions, the Department provides administrative services and has members on the Co-operative Loans and Loans Guarantee Board, the Co-operative Promotion Board and has representatives on various provincial and national societies including observer positions on the boards of the Credit Union Stabilization Fund and Le Fonds de Sécurité des Caisses Populaires and on the boards of the Credit Union Central and La Fédération des Caisses Populaires du Manitoba.

Schedule 2

STATUTORY RESPONSIBILITIES OF THE MINISTER OF COOPERATIVE DEVELOPMENT

The Credit Unions and Caisses Populaires Act

The Cooperatives Act

The Co-operative Association Loans and Loans Guarantee Act

The Wheat Board Money Trust Act

Schedule 3

DEPARTMENT OF COOPERATIVE DEVELOPMENT
EXPENDITURE SUMMARY
BY APPROPRIATION

		Adjusted Vote 1985 - 1986	Year Ending March 31, 1987
1.	Administration & Finance. . . .	$ 460,200.	$ 490,400.
2.	Cooperative & Credit Union Development and Regulation. . .	1,356,000.	1,365,500.
3.	Interest Forgiveness.	4,774,900.	5,600,000.
	TOTAL DEPARTMENT OF COOPERATIVE DEVELOPMENT	$6,591,100.	$7,455,900.

Schedule 4

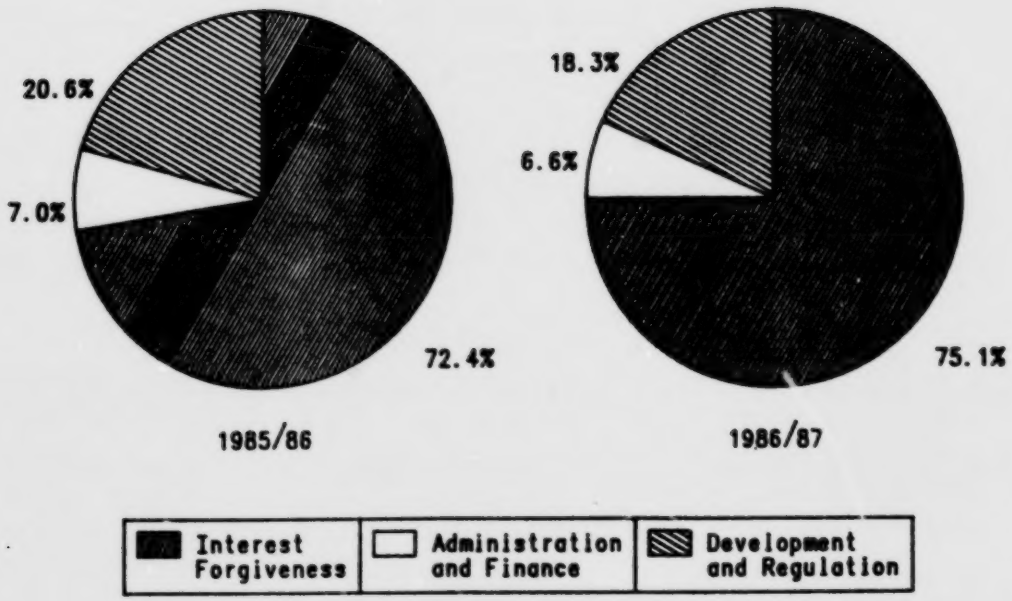
DEPARTMENT OF COOPERATIVE DEVELOPMENT

1985/86 and 1986/87

MAIN ESTIMATES OF EXPENDITURE

PERCENTAGE DISTRIBUTION

BY OPERATING PROGRAM



Schedule 5

DEPARTMENT OF COOPERATIVE DEVELOPMENT

EXPENDITURE SUMMARY

BY MAJOR ELEMENT

ELEMENT	ADJUSTED VOTE 1985/86	YEAR ENDING March 31, 1987
Salaries	$1,490,400.	$1,547,500.
Other Expenditures	325,800.	308,400.
Interest Forgiveness	4,774,900.	5,600,000.
TOTAL DEPARTMENT OF COOPERATIVE DEVELOPMENT	$6,591,100.	$7,455,900.

Schedule 6

DEPARTMENT OF COOPERATIVE DEVELOPMENT
STAFF YEAR SUMMARY
BY APPROPRIATION

Res. No.	Appro. No.	Division/Program	Adjusted Vote 1985/86		Year Ending March 31, 1987	
			SY	Salaries	SY	Salaries
37	06-1	ADMINISTRATION & FINANCE				
	06-1(a)	Minister's Salary	1.00	$ 19,600.	1.00	$ 20,600.
	06-1(b)	Executive Support	6.00	182,000.	6.00	199,300.
	06-1(c)	Financial & Admin. Services	7.00	197,400.	7.00	204,000.
		TOTAL ADMINISTRATION & FINANCE	14.00	$ 399,000.	14.00	$ 423,900.
38	06-2	CO-OP & CREDIT UNION DEVELOPMENT AND REGULATION				
	06-2(a)	Co-op & Credit Union Development	16.00	$ 611,300.	16.00	$ 623,100.
	06-2(b)	Co-op & Credit Union Regulation	13.00	480,100.	13.00	500,500.
		TOTAL CO-OP & CREDIT UNION DEVELOPMENT AND REGULATION	29.00	$1,091,400.	29.00	$1,123,600.
39	06-3	INTEREST FORGIVENESS	-	-	-	-
		TOTAL DEPARTMENT	43.00	$1,490,400.	43.00	$1,547,500.

Schedule 7

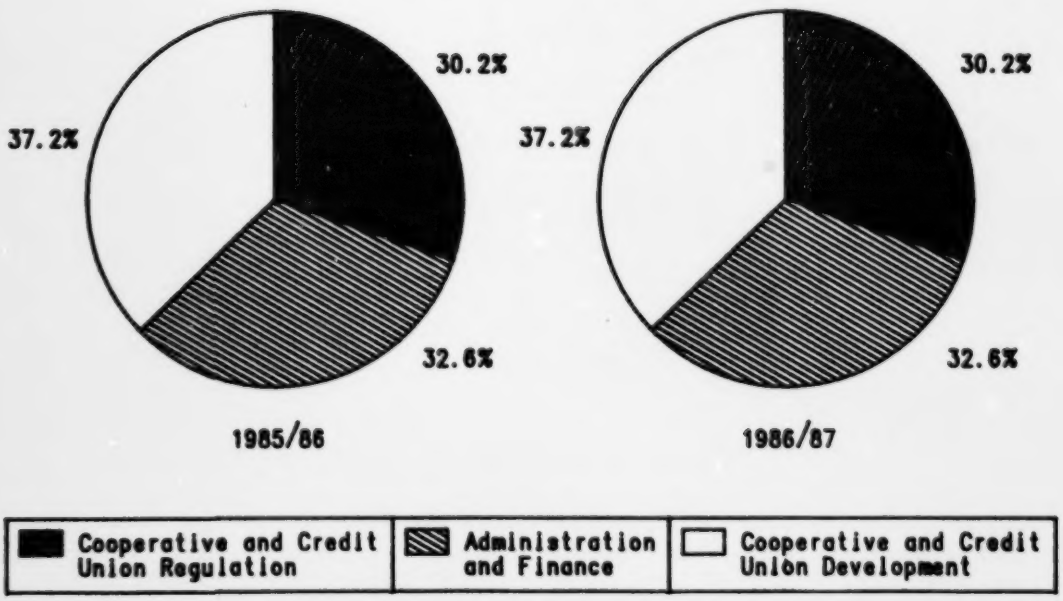
DEPARTMENT OF COOPERATIVE DEVELOPMENT

1985/86 and 1986/87

STAFF YEAR SUMMARY

PERCENTAGE DISTRIBUTION OF STAFF YEARS

BY OPERATING PROGRAM



Schedule 8

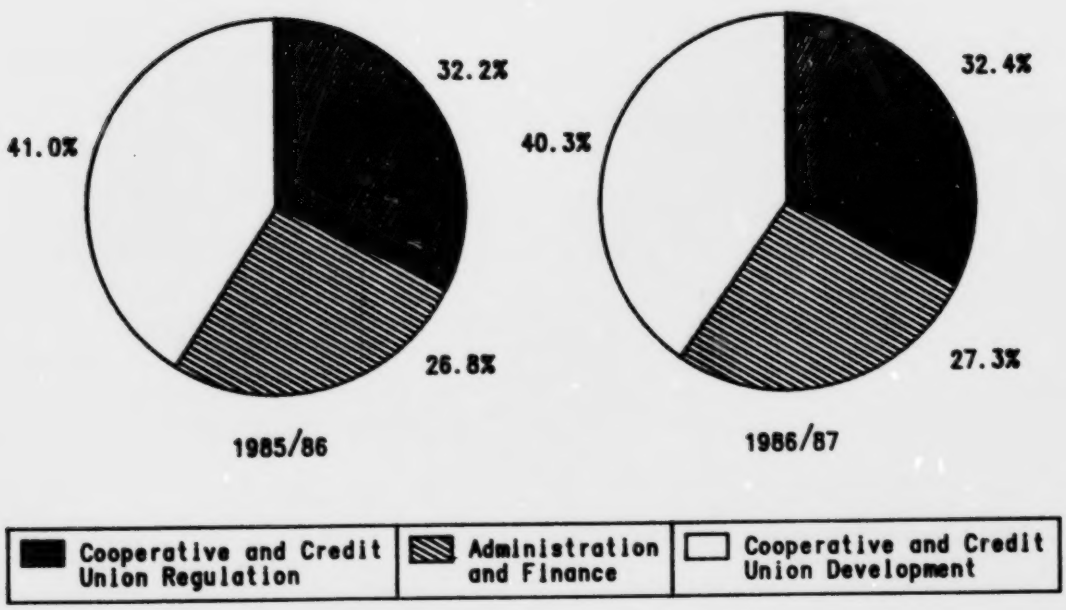
DEPARTMENT OF COOPERATIVE DEVELOPMENT

1985/86 and 1986/87

STAFF YEAR SUMMARIES

PERCENTAGE DISTRIBUTION OF SALARIES

BY OPERATING PROGRAM



Schedule 9

DEPARTMENT OF COOPERATIVE DEVELOPMENT
1986/87 STAFF YEAR SUMMARY
BY STAFF CATEGORY

PROGRAM	STAFF CATEGORIES					
	Managerial/ Professional		Administrative Support		Total	
	SY	$	SY	$	SY	$
Minister's Salary	1.00	20,600	-	-	1.00	20,600
Executive Support	3.00	128,700	3.00	70,600	6.00	199,300
Financial & Admin. Services	3.00	126,800	4.00	77,200	7.00	204,000
Co-op & Credit Union Development	15.00	602,400	1.00	20,700	16.00	623,100
Co-op and Credit Union Regulation	11.00	457,200	2.00	43,300	13.00	500,500
Interest Forgiveness	-	-	-	-	-	-
TOTAL	33.00	1,335,700	10.00	211,800	43.00	1,547,500

PART 2

DETAILED FINANCIAL INFORMATION

ADJUSTED VOTE 1985/86	DEPARTMENT OF COOPERATIVE DEVELOPMENT (VI)	YEAR ENDING March 31, 1987
	DEPARTMENT SUMMARY	
$ 460,200	1. Administration and Finance	$ 490,400
$1,356,000	2. Cooperative & Credit Union Development and Regulation	$1,365,500
$4,774,900	3. Interest Forgiveness	$5,600,000
$6,591,100	* TOTAL FOR COOPERATIVE DEVELOPMENT	$7,455,900

*** RECONCILIATION STATEMENT**

DETAILS	1985/86 Estimate
1985/86 Main Estimates	$6,591,100
1985/86 Adjusted Vote	$6,591,100

ADJUSTED VOTE 1985/86	APPRO. NO.	DEPARTMENT OF COOPERATIVE DEVELOPMENT (VI) Details of Appropriation	YEAR ENDING March 31 1987	RESOLUTION NUMBER
$ 460,200	. .	1. **ADMINISTRATION & FINANCE** . . .	$490,400	37
		■ Provides overall policy direction to the Department.		
		■ Provides administrative, financial, research and planning support and program evaluation to the Department, its boards and agencies.		
		■ Ensures progressive legislation to enhance the effectiveness of cooperatives and credit unions/caisses populaires.		
				REFERENCE NUMBER
$ 19,600	. . (a)	Minister's Salary	$ 20,600	1
215,900	. . (b)	Executive Support	248,200	2
224,700	. . (c)	Financial & Administrative Services	221,600	3
$ 460,200			$490,400	

REFERENCE NO. 1

MINISTER'S SALARY

Adjusted Vote 1985/86 SY	Adjusted Vote 1985/86 $		Year Ending March 31, 1987 SY	Year Ending March 31, 1987 $
		PERSONNEL		
1.00	19,600	Management/Professional . . .	1.00	20,600

REFERENCE NO.2

EXECUTIVE SUPPORT

- Assists the Minister on matters relating to Cooperative Development and Regulation.

- Provides clerical and secretarial support for the offices of the Minister and Deputy Minister.

- Provides overall policy direction relative to Departmental Programs.

Adjusted Vote 1985/86 SY	Adjusted Vote 1985/86 $		Year Ending March 31, 1987 SY	Year Ending March 31, 1987 $
		PERSONNEL		
3.00	115,600	Management/Professional . . .	3.00	128,700
3.00	66,400	Administrative Support. . . .	3.00	70,600
6.00	182,000	TOTAL PERSONNEL	6.00	199,300

REFERENCE NO. 2 ....Continued

Adjusted Vote 1985/86		Year Ending March 31, 1987
	OTHER EXPENDITURES	
$ 11,800	Transportation	$ 17,000 [1]
6,500	Telephone.	11,000 [1]
500	Advertising.	500
700	Courier.	700
4,200	Office Supplies.	8,000 [1]
1,500	Office Equipment - Rental.	2,000 [1]
2,000	Hotels	2,000
1,400	Meals.	1,400
700	Word Processing.	1,700 [1]
600	Publications	600
1,000	Employee Education Assistance.	1,000
3,000	Other.	3,000
33,900	TOTAL OTHER EXPENDITURES	48,900
$215,900	TOTAL EXPENDITURES	$248,200

Note:

[1] Increases to more accurately reflect actual expenditures.

REFERENCE NO. 3

FINANCIAL & ADMINISTRATIVE SERVICES

- Carries out the administrative and financial requirements of the Department, its boards and agencies through coordination with the Department of Consumer and Corporate Affairs.

- Monitors departmental activities to ensure compliance with administrative and financial policies and directives.

- Provides specialized research services to the Department, its boards and agencies.

- Assists in organizational development and long range planning.

- Assists in planning and evaluating Departmental programs and activities.

- Assists in training needs and course identification and provides funding for course fee assistance.

Adjusted Vote 1985/86			Year Ending March 31, 1987	
SY	$		SY	$
		PERSONNEL		
3.00	124,500	Managerial/Professional . . .	3.00	126,800
4.00	72,900	Administrative Support. . . .	4.00	77,200
7.00	197,400	TOTAL PERSONNEL	7.00	204,000

REFERENCE NO. 3 ....Continued

Adjusted Vote 1985/86		Year Ending March 31, 1987
	OTHER EXPENDITURES	
$ 300	Transportation.	$ 300
1,500	Telephones.	1,500
200	Courier	200
4,000	Office Supplies	4,000
500	Office Equipment - Rental	500
200	Hotels.	200
200	Meals	200
15,200	Word Processing	5,500 [1]
200	Publications.	200
5,000	Employee Educational Assistance . . .	5,000
27,300	TOTAL OTHER EXPENDITURES.	17,600
$224,700	TOTAL EXPENDITURES.	$221,600

Note:

[1] Reduction due to completion of word processing equipment purchases.

ADJUSTED VOTE 1985/86	APPRO. NO.	DEPARTMENT OF COOPERATIVE DEVELOPMENT (VI) Details of Appropriation	YEAR ENDING March 31 1987	RESOLUTION NUMBER
		COOPERATIVE & CREDIT UNION		
$1,356,000	2.	**DEVELOPMENT AND REGULATION**	$1,365,500	38

- Provides managerial and technical consulting assistance to develop and improve cooperative and credit/union caisse populaire operations. This enables the development of viable cooperatives, resulting in the creation and expansion of the quality and range of services and employment opportunities leading to the development and utilization of the local economic base and human resources

- Ensures compliance to the Acts and Regulations established to regulate cooperatives and credit unions/caisses populaires.

			REFERENCE NUMBER
		Cooperative and Credit Union	
816,100	(a)	Development	$ 816,800	1
		Cooperative and Credit Union	
539,900	(b)	Regulation.	548,700	2
$1,356,000			$1,365,500	

REFERENCE NO. 1

COOPERATIVE AND CREDIT UNION DEVELOPMENT

- Encourage and assist in the development of new cooperatives in all sectors including agriculture, utilities, communications, housing, service, and employment cooperatives.

- Provide operational management consulting and training services to established cooperatives to ensure viable and efficient operations through consultation and training with management and the Boards of Directors.

- Provide public awareness of the cooperative option as a viable alternative of providing goods and services to the citizens of Manitoba.

Adjusted Vote 1985/86			Year Ending March 31, 1987	
SY	$		SY	$
		PERSONNEL		
15.00	591,200	Managerial/Professional	15.00	602,400
1.00	20,100	Administrative Support.	1.00	20,700
16.00	611,300	TOTAL PERSONNEL.	16.00	623,100

REFERENCE NO. 1 ....Continued

Adjusted Vote 1985/86		Year Ending March 31, 1987
	OTHER EXPENDITURES	
$ 75,000	Transportation.	$ 73,100
19,100	Telephones.	19,100
2,000	Advertising	2,000
800	Courier	800
14,300	Office Supplies	14,300
29,000	Informational and Support Material. . .	19,800 [1]
5,200	Office Equipment - Rental	5,200
5,500	Professional Fees	5,500
2,000	Other Fees.	2,000
19,800	Hotels.	19,800
18,200	Meals	18,200
4,000	Word Processing	4,000
1,200	Publications.	1,200
4,000	Employee Educational Assistance	4,000
4,700	Other	4,700
204,800	TOTAL OTHER EXPENDITURES.	193,700
$816,100	TOTAL EXPENDITURES.	$816,800

Note:

[1] Reduction due to partial completion of informational and support material.

REFERENCE NO. 2

COOPERATIVE AND CREDIT UNION REGULATION

- Ensures compliance to The Credit Unions and Caisses Populaires Act and The Cooperatives Act.
- Provides a central registry for the registration of cooperatives.
- Maintains statistical data on cooperatives and credit unions/ caisses populaires.
- Carries out operational examinations on credit unions/caisses populaires and audits on qualifying cooperatives.

Adjusted Vote 1985/86			Year Ending March 31, 1987	
SY	$		SY	$
		PERSONNEL		
11.00	439,900	Managerial/Professional. . . .	11.00	457,200
2.00	40,200	Administrative Support.. . . .	2.00	43,300
13.00	480,100	TOTAL PERSONNEL	13.00	500,500

REFERENCE NO. 2 ....Continued

Adjusted Vote 1985/86		Year Ending March 31, 1987
	OTHER EXPENDITURES	
$ 11,500	Transportation.	$ 9,000 [1]
7,800	Telephones.	7,800
900	Advertising	900
1,000	Courier	1,000
8,200	Office Supplies	8,200
1,300	Office Equipment - Rental	1,300
1,700	Professional Fees	1,700
5,300	Hotels.	3,300
6,600	Meals	2,500 [1]
4,000	Computer Related.	2,000 [1]
3,500	Word Processing	3,500
1,700	Publications.	1,700
5,500	Employee Educational Assistance	4,500
800	Other	800
59,800	TOTAL OTHER EXPENDITURES.	48,200
$539,900	TOTAL EXPENDITURES.	$548,700

NOTE:

[1] Reduction due to less travel within the Province.

ADJUSTED VOTE 1985/86	APPRO. NO.	DEPARTMENT OF COOPERATIVE DEVELOPMENT (VI) Details of Appropriation	YEAR ENDING March 31 1987	RESOLUTION NUMBER
$ 4,774,900	3.	**INTEREST FORGIVENESS** . . .	$5,600,000	39

- Provides financial assistance to Canadian Co-operative Implements Ltd. and the Credit Union/Caisse Populaire System.

			REFERENCE NUMBER
	(a)	Canadian Co-operative	
386,800		Implements Ltd.	$1,211,800	1
	(b)	Credit Unions and Caisses	
4,388,100		Populaires Assistance	4,388,200	2
$ 4,774,900			$5,600,000	

REFERENCE NO. 1

CANADIAN CO-OPERATIVE IMPLEMENTS LTD.

- The 1982 Agreement with Canadian Co-operative Implements Ltd. called for interest forgiveness on a loan of $2,975,000. In 1985 an additional Agreement was negotiated which called for the write-off of the $2,975,000 loan over a four-year period beginning April 1, 1986, along with the payment of interest from April 1, 1986 to October 31, 1986 on the $2,800,000 loan guarantee negotiated in 1978.

Adjusted Vote 1985/86			Year Ending March 31, 1987	
SY	$		SY	$
		PERSONNEL		
-	-		-	-
		OTHER EXPENDITURES		
$ 386,800		Interest Forgiveness		$ 276,100
-		Interest Payment		191,900
-		Write-off.		743,800
386,800		TOTAL OTHER EXPENDITURE.		1,211,800
$ 386,800		TOTAL EXPENDITURES		$1,211,800

REFERENCE NO. 2

CREDIT UNIONS AND CAISSES POPULAIRES ASSISTANCE

- Provides for interest payments to The Credit Union Stabilization Fund and Le Fonds de Sécurité in accordance with the terms of the 1982 loan agreements of $25,000,000 to the Credit Union Stabilization Fund and $4,500,000 to Le Fonds de Sécurité.

Adjusted Vote 1985/86			Year Ending March 31, 1987	
SY	$		SY	$
		PERSONNEL		
-	—		-	—
		OTHER EXPENDITURES		
		Interest Payments		
$3,718,700		Credit Union Stabilization Fund .		$3,718,800
669,400		Le Fonds de Sécurité.		669,400
4,388,100		TOTAL OTHER EXPENDITURES.		4,388,200
$4,388,100		TOTAL EXPENDITURES.		$4,388,200

PART 3

HISTORICAL INFORMATION

Appendix I

DEPARTMENT OF COOPERATIVE DEVELOPMENT
FIVE YEAR EXPENDITURE & STAFFING
SUMMARY BY APPROPRIATION ($000)
FOR THE YEAR ENDING MARCH 31, 1983 TO MARCH 31, 1987

PROGRAM	ACTUAL EXPENDITURES						Adjusted Vote 1985/86		Year Ending March 31, 1987	
	1982/83		1983/84		1984/85					
	SY	$	SY	$	SY	$	SY	$	SY	$
1.ADMINISTRATION & FINANCE										
- Minister's salary	.26	10.3	.26	9.9	1.00	18.1	1.00	19.6	1.00	20.6
- Executive support	2.00	107.0	2.00	141.2	5.00	(1)181.4	6.00	215.9	6.00	248.2
- Financial & Admin. Services	-	-	-	-	7.00	(2)210.0	7.00	224.7	7.00	221.6
TOTAL ADMINISTRATION & FINANCE	2.26	117.3	2.26	151.1	13.00	409.5	14.00	460.2	14.00	490.4
2.COOPERATIVE & CREDIT UNION DEVELOPMENT & REGULATION										
- Co-op & Credit Union Development	18.00	639.7	18.00	695.1	14.00	595.7	16.00	816.1	16.00	816.8
- Co-op & Credit Union Regulation	14.00	688.8	19.00	697.6	14.00	573.7	13.00	539.9	13.00	548.7
TOTAL CO-OP & CREDIT UNION DEVELOPMENT & REGULATION	32.00	1328.5	37.00	1392.7	28.00	1169.4	29.00	1356.0	29.00	1365.5
3.INTEREST FORGIVENESS										
- Canadian Co-op Implements Ltd.	-	438.0	-	262.2	-	386.8	-	386.8	-	1211.8
- Credit Unions/ Caisses Populaires Assistance	-	3266.3	-	4388.1	-	4388.1	-	4388.1	-	4388.2
TOTAL INTEREST FORGIVENESS	-	3704.3	-	4650.3	-	4774.9	-	4774.9	-	5600.0
TOTAL DEPARTMENT	34.26	5150.1	39.26	6194.1	41.00	6353.8	43.00	6591.1	43.00	7455.9

Appendix I ....Continued

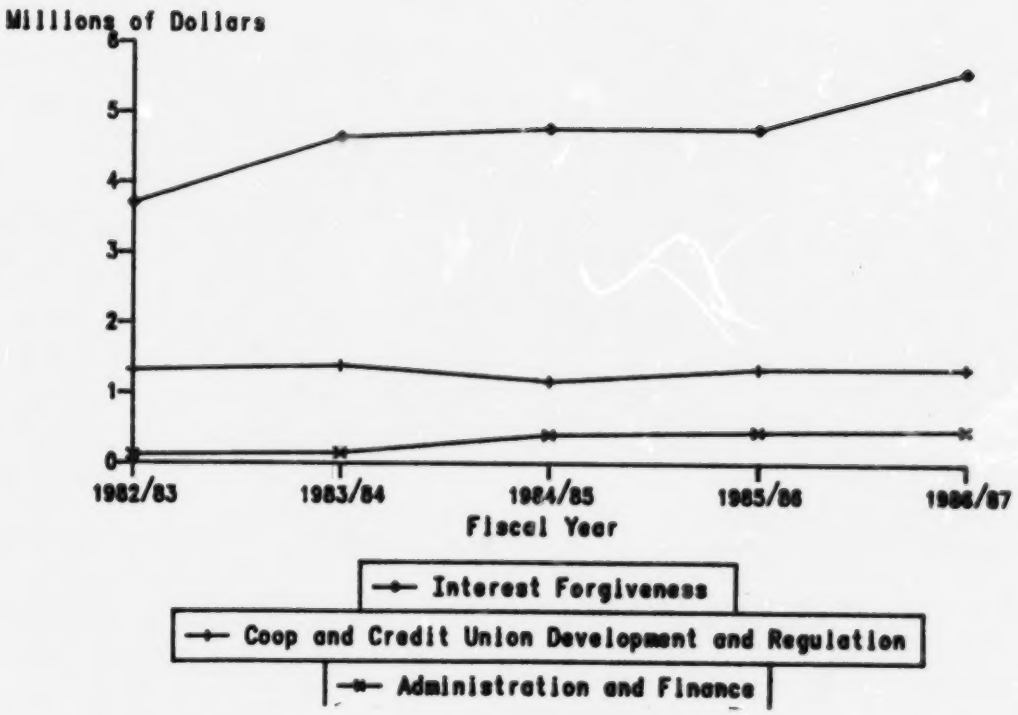
NOTES:

1. Reflects the transfer of two clerical positions from the Department of Consumer and Corporate Affairs for the establishment of the Minister's office in the Department of Cooperative Development. The fifth position was transferred from the Regulation Branch.

2. Reflects the transfer of two positions from the Department of Fitness, Recreation and Sport which was disestablished during 1983/84. In previous years, the Department of Cooperative Development and the Department of Fitness, Recreation and Sport shared Financial and Administrative Services. The additional five positions were transferred from the Development and Regulation branches within the Department.

Appendix 2

DEPARTMENT OF COOPERATIVE DEVELOPMENT
FIVE YEAR EXPENDITURE HISTORY
BY MAIN APPROPRIATION

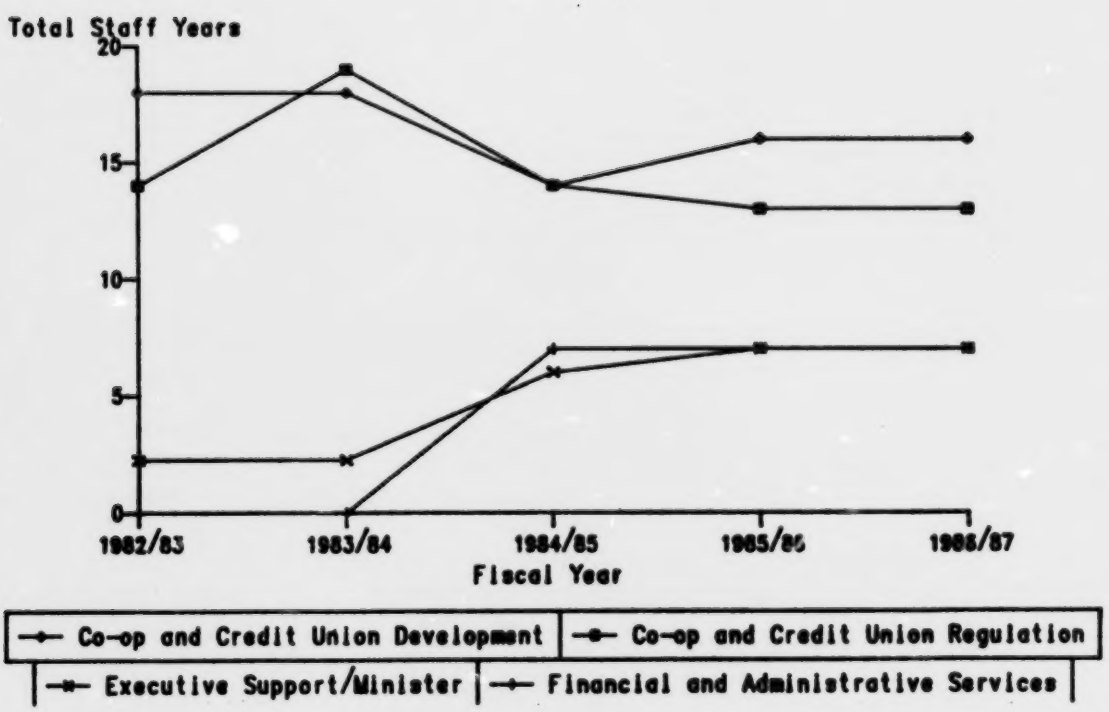


Appendix 3

DEPARTMENT OF COOPERATIVE DEVELOPMENT

FIVE YEAR STAFF HISTORY

BY APPROPRIATION



Appendix 4

DEPARTMENT OF COOPERATIVE DEVELOPMENT

FIVE YEAR STAFF HISTORY